



HOP PRE-QUALIFICATION WORKSHEET

Please Note: This is not an application for a loan. The information provided will be used to determine eligibility for financing through the City of Wilmington Home Ownership Pool. It is important you provide complete and accurate information. Each person who will be on the loan needs to submit a separate information sheet.

Date: _____

PERSONAL INFORMATION

Name: Last _____ First _____ Middle _____ Social Security #: _____ - _____ - _____
Address: _____ City _____ State _____ Zip _____ Date of Birth ____ / ____ / ____
Mailing Address (if different than above): _____ City _____ State _____ Zip _____
Phone Number _____ Email Address: _____
Best way to contact you? ☐ Phone ☐ Email U.S. Citizen or Legal Resident Alien? ☐ Yes ☐ No
Marital Status: ☐ Married ☐ Single ☐ Separated ☐ Divorced ☐ Widowed Years of School: _____
Size of Household (# of persons, including yourself): _____ Annual Household Income: \$ _____
#of Persons in Household with income: _____ Ages of Children: _____
Have Children Been Tested For Lead? ☐ Yes ☐ No

EMPLOYMENT/ INCOME HISTORY

Current Employer: _____ Job Title: _____
Address: _____ City _____ State _____ Zip _____ How long? _____
Verification Contact Person: _____ Title: _____
Contact Phone #: _____
Gross Income: \$ _____ ☐ Annual ☐ Monthly ☐ Weekly ☐ Bi-Weekly ☐ Hourly
Previous Employer (if less than two years with current employer): _____ Job Title: _____
Address: _____ City _____ State _____ Zip _____ How long? _____
Verification Contact Person: _____ Title: _____
Phone #: _____
Gross Income: \$ _____ ☐ Annual ☐ Monthly ☐ Weekly ☐ Bi-Weekly ☐ Hourly
Dates of Employment: From ____ / ____ / ____ to ____ / ____ / ____
(Use additional sheet if more than two employers)
Additional/Other Income: Source? _____
Gross Income: \$ _____ ☐ Annual ☐ Monthly ☐ Weekly ☐ Bi-Weekly ☐ Hourly

ASSETS

Account Balances: Checking \$ _____ Savings \$ _____
Vehicle: Year _____ Make _____ Model _____ Mileage _____
Additional Assets: ☐ Land ☐ Home ☐ Other Value: \$ _____

LIABILITIES/DEBT

Please list all creditors with whom you have applied for and received credit – Use additional sheet if necessary
Company _____ Monthly Payment \$ _____ Balance \$ _____
Company _____ Monthly Payment \$ _____ Balance \$ _____

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RENTAL HISTORY

Landlord Name: _____ Address _____ City _____ State _____ Zip _____
Phone #: _____ How long at this address? _____
Previous Address (if less than two years at current address):
Address _____ City _____ State _____ Zip _____ Monthly Rent: \$ _____
Landlord Name: _____ Address _____ City _____ State _____ Zip _____
Phone #: _____ How long at this address? _____

DECLARATION & AGREEMENT

I understand this is not an application for a loan. I further understand that failure to provide complete and accurate information or follow the recommended steps may delay approval of my request. I also understand that, should I purchase a home through the City of Wilmington Home Ownership Pool, photos of my participation in the HOP Program including homebuyer education class and subsequent property purchased may be used for future marketing purposes.

Signature _____ Date _____

Please return all required documents to:

<u>By Mail</u> City of Wilmington Community Services PO Box 1810 Wilmington, NC 28402 Attn: Home Ownership Pool	<u>In Person</u> City of Wilmington Community Services 305 Chestnut St; 2 nd Floor Wilmington, NC 28401 Attn: Home Ownership Pool
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